

DETERMINATION OF PAYMENT AMOUNTS**9.9**

The payment amount is the provider's rate minus the family copayment not to exceed the identified county maximum rate. See §9.24 (Provider Rates), §9.27 (Rate Differential for Accreditation).

Base the payment rates on the county where child care is provided. Pay out-of-state providers based on the participant's county of residence.

Do not exceed the county maximum rate or the rate the provider charges to private pay parents, whichever is lower. Do not place other limits on the payment amount. See §6.21 (Family Copayment).

When the provider charge is greater than the maximum allowed, the parent must pay the difference in addition to any copayment fee.

When a family receives a post-secondary child care grant that is earmarked to cover the same child care expenses that could be paid by the child care assistance program, the entire grant must be used before CCAP can make payments.

If the county receives notification from the IRS, Minnesota Department of Revenue, or other public authority or court requiring the county to reduce a payment or payments, send the appropriate notice to the provider. See §12.6.12 (Payment Deduction Required By Law Notices) to determine which notice to send.

LEGAL NONLICENSED PROVIDER RATE

Make payments for care of children by a legal nonlicensed provider at the lesser of 80% of the maximum payment rate for licensed family child care in the same category of care or their provider charge. Pay legal non-licensed family child care providers on an hourly basis only. See §9.24 (Provider Rates), §9.24.3.3 (Child Care Rates - Regions 1) through §9.24.3.39 (Child Care Rates -Regions 11), §9.24.41 (Counties with NSH Rates), §9.27 (Rate Differential for Accreditation), §9.27.3.3 (Accreditation/Credential Child Care Rates-Regions 1) through §9.27.3.39 (Accreditation/Credential Child Care Rates-Regions 11).

LICENSE EXEMPT PROGRAM RATE

Make payments for care of children in license exempt programs (such as school based school-age programs, summer camps, etc.) at the same rate as licensed centers in the same age category.

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SPECIAL NEEDS RATE

Payment rates for care of children with special needs may exceed your agency's maximum rates. These rates are based on the child's needs and the provider's actual charges for services beyond reasonable accommodation necessary to meet the child's needs, and are included in your agency's Child Care Fund Plan. Do not exceed the provider charge to private pay families receiving the same services. Providers are responsible for compliance with the Americans with Disabilities Act (ADA). When there are 4 or more rates for a specific special need, determine the 75th percentile to establish a special needs rate. You may have several different rates for special needs care, based on the individual special needs of the children being cared for.

CHILD CARE SUPPORT ORDER

A CCAP applicant or participant may have a Child Care Support Order that indicates that the noncustodial parent pay a percentage or a set amount of the child care expenses. If the noncustodial parent is making payments directly to the provider and the amount only covers the copayment or another part of the child care expenses that CCAP would not pay it would not effect the CCAP case. The provider would need to indicate on the billing form that the copay was paid or that there was a payment agreement. If the noncustodial parent is making the payment directly to the provider and the amount covers part of the child care expenses that CCAP would pay the provider should be directed not to bill CCAP for that part of the child care expense. In both of these situations the provider must keep records of the payments received and the payment sources. If the noncustodial parent is making the payment to the custodial parent the payment would be considered income to the custodial parent.

CO-PAYMENTS

Child care providers are responsible for collecting family copayment fees and must inform your agency if the copayment is not received. **All** billing statements provide a declaration of receipt of the family's copayment. Your agency may stop the payment or refuse to pay a submitted bill if the provider falsely declares receipt of the family's copayment. When a family is unable to pay their copayment, a payment arrangement may be **agreed upon** between **the county, the parent and the provider. The payment agreement must be followed for the family to remain eligible.**

If the family receives partial or full reimbursement for child care expenses from other sources other than child care assistance funds, reduce the amount of child care assistance by the amount of reimbursement earmarked for the same child care expenses. For example, some sources of financial aid for students specify an amount to cover child care expenses.

RATE DIFFERENTIAL FOR ACCREDITATION

A provider or center holding a current early childhood development credential or accreditation may submit a request for payment of an additional 15% differential rate above the maximum rate, up to the actual provider charge. Pay the differential rate to both licensed and legal non-licensed providers. See §9.27 (Rate Differential for Accreditation), §9.27.3.3 (Accreditation/Credential Child Care Rates–Region 1) through §9.27.3.39 (Accreditation/Credential Child Care Rates–Region 11) for additional information.

CHILD CARE ASSISTANCE PAYMENTS FOR HEAD START FULL DAY INTEGRATED PROGRAMS

Head Start and CCAP may be paid through a full day integrated model to support high quality full day services (at least eight hours per day) in one location. A list of Head Start programs that meet the criteria of full day integrated services is on a list in SIR in the MEC2 area.

Head Start enrolled children may be eligible for up to a full day/full week CCAP payment. Due to blocks of time payments (See CCAP manual section 9.30) or the Head Start program financial service model in which the child participates. (*See CCAP manual Eligibility Requirements 4.3.16 Head Start Full Day Integrated Child Care Programs*)

How to apply Child Care Assistance Program payment policies to CCAP eligible children enrolled in Head Start during hours when the family is in an approved CCAP activity.

Child Care Assistance Program examples for Head Start/CCAP financial service models A & B (see CCAP manual Appendix Chapter 16 Head Start & Child Care Assistance Payments – Examples

Financial Service Model A:

When Head Start pays for the cost associated with requirements to meet Head Start Performance Standards within a program that offers integrated full day services, the maximum CCAP is made based on the hours the child meets CCAP eligibility requirements. Rates reimbursed by CCAP cannot exceed those charged to private pay families or the CCAP maximum, whichever is less.

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The payment sites under Model A can be full day if the child is eligible for full day. A list of Head Start programs that meet the criteria of full day integrated services is on a list in SIR in the MEC2 area.

Financial Service Model B:

When Head Start pays for a specific number of hours (whether integrated as part of a full day program or not) for a specific child, and the time the child attends Head Start coincides with time the child is eligible for CCAP, the Head Start paid hours are deducted from hours that could be paid by CCAP.

When CCAP pays for time outside of Head Start services, the CCAP blocks of time payment practices apply to the amount of child care provided as follows:

- More than 5 hours of care per day = CCAP payment will be made not to exceed the daily maximum
- More than 35 hours of care per week = CCAP payment will be made not to exceed the weekly maximum.

LEGAL AUTHORITY:

Minnesota Statutes 119B.13 and 119B.231
Minnesota Rules 3400.0130